

REPORTS INVENTORY						CONTROL NO.		STAT
Approved For Release 2006/09/25 : CIA-RDP75-00399R000100120030-1						OL/SD <input type="checkbox"/> SCB-5		
PREPARE IN DUPLICATE								
1. TITLE OF REPORT (if a fill-in report include Form No.)						2. TYPE OF REPORT		<input checked="" type="checkbox"/> STATISTICAL <input type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING
Monthly Report - Supply Operations								
3. FUNCTIONAL AREA		PERSONNEL		TRAINING		ADMIN. GENERAL OTHER (specify)		
		<input checked="" type="checkbox"/> LOGISTICS		SECURITY				
		MEDICAL		FINANCE				
4. NO. OF COPIES PREPARED		5. FREQUENCY (weekly, monthly, quarterly, etc.)				6. DISTRIBUTION (No. of components not number of copies)		
2		Monthly				1		
7. FORMAT (memorandum, form computer print-out, etc)		8. ADP PROCESSING				9. DIRECTIVE AUTHORITY REQUIRING REPORT		
Form		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		IF YES GIVE ADP PROCESSING NO.		SDI 7-3		
10. PREPARING COMPONENT (include lowest level contributing information to report)				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)				
Stock Control Branch								
12. COST FACTORS								
A. MANUAL PREPARATION AND REVIEW COSTS								
GRADE	HOURLY RATE	<input checked="" type="checkbox"/>	HOURS PER REPORT	COST PER REPORT	<input checked="" type="checkbox"/>	TIMES PREPARED	COST PER YEAR	
11	6.87		1	6.87		12	82.44	
13	8.06		1/12	.67		12	8.04	
(13 hrs)								
B. COSTS OF COMPUTER PRODUCED REPORTS								
TOTAL COSTS PER YEAR						90.48		
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.								
Feeder report for <span style="border: 1px solid black; padding: 0 20px;"> </span> preparation of Monthly Statistical Analysis Report.								
14. FUTURE GOALS								
GOAL PROPOSED BY COMPONENT FOR THIS REPORT						ESTIMATED SAVINGS		
						MAN-HOURS	DOLLARS	
<input checked="" type="checkbox"/> RETAIN AS IS <input type="checkbox"/> OTHER (explain)						STAT		
CHANGE								
DISCONTINUE								
16. DATE OF INVENTORY		17. NAME AND TITLE OF PERSON FURNISHING INFORMATION				18. EXTENSION		
28 Sept 1970		Chief, Stock Control Branch, <input type="checkbox"/> SD/OL				<input type="checkbox"/>		
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Classification								
(22-36-43)								